

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

104

February 25, 2003

FROM: DAVID H. SLAUGHTER, Director
Real Estate Services Department

ED KIECZYKOWSKI, County Librarian
Library

SUBJECT: LEASE OF COUNTY-OWNED PROPERTY IN BIG BEAR

RECOMMENDATIONS:

1. Conduct a public hearing and receive bids submitted for lease of County property in Big Bear.
2. Accept the highest bid and direct Real Estate Services Department (RES D) to negotiate and prepare a lease or, in the event negotiations with highest bidder prove unsuccessful, proceed with negotiations with the next highest bidder.
3. Upon completion of negotiations, submit lease to the Board for approval and execution.

BACKGROUND INFORMATION: On January 14, 2003, the Board of Supervisors adopted Resolution No. 2003-1B declaring the County's intention to publish notice and accept bids at a public hearing to be held February 25, 2003 at 10:00 a.m. for lease of 6,018 square feet of office space in the County-owned property located at 41930 Garstin Road in Big Bear. This space is part of the 13,506 square foot facility that was acquired in December 1994 for use as a branch library. The library occupies 7,488 square feet of the building. Resolution No. 2003-1B sets forth the following terms and conditions for the lease of this property:

| | |
|-----------------------|--|
| Use: | Medical offices, pharmacy, and related uses |
| Minimum monthly rent: | \$5,717 |
| Term: | Two years commencing April 1, 2003 with two one-year options |
| Broker's commission: | None |
| Additional terms: | A sample lease is available from RESD. Certified funds in the amount of \$5,717, which will be applied to the first month's rent, must be delivered with proposals. |

The Notice of Public Hearing was posted by the Clerk of the Board in accordance with Government Code Sections 25526 through 25535, which govern the leasing of County-owned property.

Page 1 of 2

Record of Action of the Board of Supervisors

104

REVIEW BY OTHERS: This item has been reviewed by County Counsel (Fiona Luke, Deputy County Counsel) on February 12, 2003; the Library (Rick Erickson, Assistant County Librarian) on February 12, 2003; and the County Administrative Office (Daniel R. Kopp and Tom Forster, Administrative Analysts) on February 13, 2003.

FINANCIAL IMPACT: Leasing this property will provide revenue of at least \$5,717 per month to the County Library.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item and concurs with the department's and RESD's proposal and recommends this item. This is based on the fact that leasing this property will provide revenue of at least \$5,717 to the County Library.

SUPERVISORIAL DISTRICTS: Third

PRESENTER: David H. Slaughter, Director, 7-7813

SH 7-7814 mf 7-7825